

Sample letter of recommendation for Mental Health Specialist endorsements.

Helpful Hints for Endorsement Letters of Recommendation

- Use official agency or program letterhead
- Name of applicant you are providing the recommendation
- Title of endorsement you are recommending and for what age group (0-2, 3-5, or 0-5)
- The total number of Reflective Practice hours you have provided for the applicant
- Time frame of total supervision from (i.e. *June 2012 to Oct 2013*)
- Duration, type, and frequency of supervision: *2 hour group monthly, 1 hour individual supervision every other week.*
- Your relationship to applicant, e.g. *agency supervisor, training program facilitator, etc.* Role at agency
- Your qualifications to provide reflective practice.
- The ages of the children served by the applicant for whom you provided reflective supervision (or reflective practice facilitation),
- Some content about the applicant's strengths in the area of dyadic intervention, relationship based assessment and understanding family, cultural, and developmental impact of social emotional functioning.
- Also include the candidates capacity to make use of the reflective practice experience for professional development

To ECMH Endorsement Panel

I am pleased to provide a reference for (applicant's name) for her application as a Mental Health Specialist (add age range). I provided reflective facilitation to _____ November 2009 through December 2013 at ABC Clinic. _____ provided direct clinical services (including assessment, goal development, treatment planning and short-term or long-term services) to children ages 0-5 and their families. _____ also earned her BBS clinical social work licensure during her employment and intern supervision with me.

My role as the clinical director of ABC is to provide reflective practice supervision for all clinical staff. I received my RP II endorsement in June 2011.

The reflective practice facilitation was done 1:1, on a regularly scheduled weekly one hour basis. During the four years I supervised _____, I feel that I was able to get to know her very well and observed a substantial growth in clinical knowledge and skills.

We were able to explore her reactions and feelings related to the dyadic work she was doing with children and parents/caregivers. Reflective practice afforded _____, the opportunity to develop a deeper self understanding regarding the personal impact of this work. It was during reflection on clients in abusive or challenging situations that the reflective practice was especially beneficial and necessary to maintain the perspective and boundaries required to do this work. In addition, within the reflective practice

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sessions parallel process elements related to the work such as: _____, where investigated in more detail.

The majority of the clients that _____ worked with were Early Start program participants, CPS referrals and foster children because she possessed the 0-5 child development background required. Many of the clinical intervention sessions that she conducted took place in the home. It was essential to debrief about these families especially when child or therapist's safety might be an issue. We also discussed the interventions within the context of the child's living situation and home environment.

In addition to the 1:1 reflective supervision, we conducted monthly 2 hour case study groups. Most of the groups consisted of 5-8 staff members. When staff shared their thoughts and the impact themselves or issues that might influence their work, all participants developed additional insights into their own work.

The agency supported the staff by providing in service training opportunities regarding cultural, administrative, ethical and environmental influences therefore less supervision time was spent on these topics.

The agency employed a child development specialist who conducted small groups for the young children and parents. If a family's assessment needs included developmental goals, they would be able to attend these groups in addition to receiving the clinical intervention from our therapists.

By providing reflective supervision to _____ I developed a strong collegial respect for her work and feel that the hours spent together were a benefit to the agency and had a strong influence on the quality of work the children and families received from us.

Reflective Practice Supervisor/Provider signature,

title and

contact information